



APPLICATION FOR DEFERRED SUBMITTAL

Building Division
Community Development Center
231 NE 5th Street, McMinnville, OR 97128
(503) 434-7314 ♦ Fax (503) 474-4955

Applications may be obtained online at:
www.ci.mcminnville.or.us

1. Job Site Location:

Address: _____

2. Property Owner:

Name: _____
Mailing Address: _____
City/State/Zip: _____
Phone No.: _____

3. Applicant:

Name: _____
Mailing Address: _____
City/State/Zip: _____
Phone No.: _____
Signature: _____

4. Architect/Engineer:

Company Name: _____
Mailing Address: _____
City/State/Zip: _____
Phone No.: _____

5. Contractor Information

Contact Name: _____
Mailing Address: _____
City/State/Zip: _____
Phone No.: _____

Office Use Only
Permit No.: _____
Date Received: _____

CATEGORY OF CONSTRUCTION
<input type="checkbox"/> Commercial/Industrial <input type="checkbox"/> Multi-Family <input type="checkbox"/> Plumbing <input type="checkbox"/> Mechanical <input type="checkbox"/> Other
NO CHARGE DEFERRALS
The following items are a separate permit, no fee to defer:
<input type="checkbox"/> Fire Alarm <input type="checkbox"/> Com'l Cooking Hood <input type="checkbox"/> Fire Sprinklers <input type="checkbox"/> Fire Suppression System
DEFERRALS
Job Description: _____
Value of Project: _____
FEE INFORMATION
Deferred plan submittal fees are in addition to the project plan review fee based on total project value. Deferrals are 65% of the building permit fee calculated using the value of the particular deferred portion or portions of the project with a minimum fee of \$100 per deferral. Deferrals are defined by plan review staff.
NOTICE
DEFERRED SUBMITTALS: For the purpose of this section, deferred submittals are defined as those portions of the design that are not submitted at the time of the application and that are to be submitted to the Building Official within a specific period. Deferrals of any submittal items must have the prior approval of the Building Official. The registered design professional in responsible charge must list the deferred submittals on the construction documents for review by the Building Official. Documents for deferred submittal items must be submitted to the registered design professional in responsible charge who must review them and forward them to the Building Official with a notation indicating that the deferred submittal documents have been reviewed and found to be in general conformance to the design of the building. The deferred submittal items must not be installed until the design and submittal documents have been approved by the Building Official. (OSSC 106.3.4.2)

ACKNOWLEDGEMENTS	
I have read and agree to comply with the terms and conditions of this agreement.	
Architect/Engineer Signature: _____	Contractor Signature: _____
Print Name: _____ Date: _____	Print Name: _____ Date: _____
Approved by the City of McMinnville, Building Division.	
By: _____ Date: _____	Comments: _____